



UNITED STATES MARINE CORPS
MARINE CORPS AIR STATION
PSC BOX 8003
CHERRY POINT, NORTH CAROLINA 28533-0003

AirStaO 1500.54
G-3T
SEP 07 2005

AIR STATION ORDER 1500.54

From: Commanding General, Marine Corps Air Station Cherry Point
To: Distribution List

Subj: STANDARD OPERATING PROCEDURE (SOP) FOR MARINE CORPS MARTIAL
ARTS PROGRAM (MCMAP) TRAINING

Ref: (a) MCO 1500.54A
(b) MCO 1510.122
(c) MCO 6200.1E
(d) MCO P10120.28F
(e) ALMAR 042/01
(f) MARADMIN 537/01
(g) MARADMIN 275/02

Encl: (1) Instructor's Course Record (1500) NAVMC 11432
(2) Marine Corps Martial Arts Student Screening Sheet
(3) Student Safety Equipment List
(4) Operational Risk Management (ORM) Worksheet MCMAP

1. Situation. This Air Station Order (AirStaO) establishes standard procedures for Marine Corps Martial Arts Program (MCMAP) training for Marine Corps Air Station (MCAS), Cherry Point. It is applicable to all Martial Arts Instructors (MAIs) and Martial Arts Instructor Trainers (MAITs) assigned to MCAS.

a. The MCMAP is designed to enhance the whole Marine both on and off the battlefield. The disciplines are designed to build a framework around individual character, physical fitness, and Professional Military Education (PME).

b. Per the references, martial arts training conducted at MCAS Cherry Point will include belt performance training and sustainment training. Reference (a) establishes policies and procedures for MCMAP. Reference (b) delineates Individual Training Standards for MCMAP. Reference (c) is the Marine Corps Heat Injury Prevention Program. Reference (d) prescribes the proper wearing of the MCMAP rank belt. Reference (e) announces the establishment of MCMAP. Reference (f) outlines MCMAP and establishes the CMC's goals. Reference (g) is MCMAP Safety Advisory 1-02.

2. Mission. MCAS Cherry Point provides operational and administrative control to complete upgrade and sustainment MCMAP training for all Marines at MCAS Cherry Point and to maintain minimum MCMAP training standards for all Marines per reference (a).

3. Execution.

a. Commander's Intent and Concept of Operations

(1) Commander's Intent. I intend to ensure all Marines assigned to MCAS Cherry Point maintain MCMAP training standards for character, mental, and physical discipline synergy to increase their combat effectiveness.

(2) Concept of Operations. The MCMAP will be under the operational control of the G-3 Operations Directorate, specifically, G-3 Training. Headquarters and Headquarters Squadron (H&HS) will update individual training records and report MCMAP training progress. H&HS, Marine Transport Squadron 1 (VMR-1) and all Directorates will ensure all assigned Marines participate in MCMAP training and maintain a minimum qualification of Tan Belt.

b. Tasks

(1) Director, G-3 Operations Directorate

(a) Maintain operational control of the MCMAP training program via the G-3 Training Officer.

(b) Manage funding requirements for MCMAP administration and equipment.

(c) Announce MCMAP training schedules to MCAS Commands and Directorates.

(d) Establish and assign in writing the following three internal billets, assigned as additional duties, to manage the MCMAP program: Martial Arts Program Director, Martial Arts Program Non-Commissioned Officer-in-Charge (NCOIC), and Martial Arts Instructor-Trainer (MAIT). Ensure all MCAS Martial Arts Instructors (MAIs) (MOS 8551) and MAITs (MOS 8552) maintain standards required per reference (a).

(2) Martial Arts Program Director

(a) Supervise the MCAS Martial Arts Training Program per this ASO and all references and enclosures.

(b) Ensure all MAITs and MAIs are briefed on this ASO, maintain an individual copy, and understand its content.

(c) Maintain all required safety equipment, excluding individual equipment, for martial arts training. Requisition additional safety equipment, MCMAP logbooks, administrative requirements, and individual belts through G-3T.

(d) Reserve appropriate training areas in order to conduct martial arts training.

(e) Ensure all MAIs and MAITs develop lesson plans. Lesson plans will include martial arts case studies and appropriate Professional Military Education (PME) associated with belt performance training and sustainment training.

(f) Ensure MAIs and MAITs maintain required certifications

to train.

(g) Make recommendations for changes to this order, and keep the Commanding Officer, H&HS, informed of all issues relating to martial arts training.

(h) Ensure MCMAP performance records are maintained for each assigned MAI/MAIT. Ensure MAIs perform the required annual training, per reference (a), and reporting seniors of MAIs are informed of their performance in this additional duty.

(3) Martial Arts Program NCOIC

(a) Assist the Martial Arts Program Director as required.

(b) Perform all duties of the Martial Arts Program Director in his absence.

(4) Martial Arts Instructor-Trainers (MAITs)

(a) Develop lesson plans, conduct instructor training, and certify Marines of MCAS as MAI's (MOS 8551). Provide the Martial Arts Program Director and G-3T with a copy of enclosure (1) for all training.

(b) Coordinate lesson plans with the Martial Arts Program Director. Utilize this order, the references, and enclosures for development of your lesson plans and periods of instruction.

(c) Train Marines in H&HS and award belts from the ranks of Tan through Black Belt, 1st Degree. Provide the Martial Arts Program Director and S-3 with a copy of enclosure (1) for all upgrade/sustainment training.

(d) Make recommendations for changes to unit martial arts training to the Martial Arts Program Director.

(5) Martial Arts Instructors (MAIs)

(a) Develop individual Letters of Instruction (LOIs), lesson plans, and train Marines in H&HS. Ensure each Marine understands the MCMAP philosophy, safety precautions, the responsible use of force, and are taught to maintain the high, professional standards expected of Marines.

(b) Coordinate lesson plans with the Martial Arts Program Director. Provide the Martial Arts Program Director with a copy of enclosure (1) for all training. Operational Risk Management (ORM) will be completed for all training to minimize the risk of injuries.

(c) Award belts and certificates to Marines the day they graduate (final test day), to one belt below your individually held rank. Ensure the Commanding Officer, H&HS, signs certificates prior to graduation. Ensure one copy of enclosure (1) is delivered to the Martial Arts Program Director and one copy is forwarded to H&HS S-3 for unit diary processing. Follow up as required to ensure the appropriate MCMAP codes are processed for your graduating students.

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(d) Make recommendations for changes to unit martial arts training to the Martial Arts Program Director.

(e) Ensure a medical Corpsman is present when conducting free-sparring, grappling, pugil stick training, or running the obstacle course. Ensure enclosure (2) is complete for all students.

(5) The Commanding Officer, H&HS. Maintain administrative control of MCMAP reporting requirements for individual personnel records.

(6) Commanding Officer, VMR-1, and all Directors. Ensure that all assigned Marines maintain MCMAP sustainment/upgrade training standards per reference (a).

d. Coordinating Instructions

(1) All martial arts training will include the following:

(a) Martial Culture Studies/Warrior Studies.

(b) Combative Behavior/PME.

(c) Character/Physical Discipline.

(d) Physical Skills.

(e) Combative Fitness.

(f) Combative Sports.

(2) Instructors may develop individual lesson plans for their periods of instruction, but will include the previously listed six items. All physical skills and training standards will be taught per reference (b).

(3) Utilize performance tests per reference (a). The following lists belt-ranking achievement requirements, per reference (a).

(a) Tan Belt. Basic fundamentals of the mental, character, and physical disciplines conducted during entry-level training. Character and knowledge required of a basically trained Marine is reemphasized.

1 Prerequisites. None.

2 Training hours. 27.5.

3 Sustainment hours. Seven.

(b) Gray Belt. Introduction to intermediate fundamentals of each discipline. Gray Belt is the minimum training goal for all Aviation Combat and Combat Service Support Marines.

1 Prerequisites. Recommendation of Reporting Senior, complete Tan Belt Sustainment and Integration Training, complete MCI 03.3 Fundamentals of Marine Corps Leadership.

2 Training hours. 29.0.

3 Sustainment hours. 14.

(c) Green Belt. Intermediate fundamentals of each discipline. Green Belt is the minimum training goal of all non-infantry ground combat arms Marines.

1 Prerequisites. Recommendation of Reporting Senior, complete Gray Belt Sustainment and Integration Training, be a Lance Corporal or above, be appropriate level PME complete.

2 Training hours. 30.0.

3 Sustainment hours. 21.

(d) Brown Belt. Introduction to advanced fundamentals of each discipline. Brown Belt is the minimum training goal (rank appropriate) of all infantrymen.

1 Prerequisites. Recommendation of Reporting Senior, complete Green Belt Sustainment and Integration Training for Corporal or above. The grade requirement may be waived for exceptionally qualified Lance Corporals who possess superior leadership skill and maturity, and hold a Black Belt in a MCMAP approved civilian martial art. Must be appropriate level PME complete.

2 Training hours. 35.0.

3 Sustainment hours. 28.

(e) Black Belt 1st Degree. Advanced fundamentals.

1 Prerequisites. Recommendation of Reporting Senior, complete Brown Belt Sustainment and Integration Training, be a Sergeant or above, be appropriate level PME complete.

2 Training hours. 34.5.

3 Sustainment hours. 35.

(4) Martial Arts Instructor nominees must have the following qualifications: are recommended by their Reporting Senior, Corporal or above; 1st class Physical Fitness Test (PFT), full duty status, shoulder injury-free in the previous two years, concussion-free within the previous six months (may be waived by medical authority), current swim qualification, appropriate level PME complete, gray belt, current T/O weapon qualification, one year obligated service upon completion of the course. All course graduates will be certified as MAIs and promoted to Green Belt. Additionally, Enlisted Marines will receive the secondary MOS of 8551.

(5) The Commanding Officer, H&HS, has the authority to revoke a Marines' martial arts belt rank or instructor credentials for conduct infractions or unacceptable behavior.

e. Safety. Per reference (g), martial art training involves strenuous physical exertion and rigorous physical contact, resulting in a risk of heat or physical injury. To avoid these risks, all personnel will utilize the following safety procedures and equipment while conducting martial arts training:

(1) All student personnel will wear a flak jacket and protective mouthpiece while conducting martial arts training that involves physical contact with another Marine or contact with the ground/obstacles.

(2) Fingerless gloves and wrist wraps/hand wraps will be worn to minimize the risk of injury to the bones of the hands and wrists.

(3) Boots, utility trousers, and green t-shirts will be the prescribed uniform for martial arts training. Covers will not be worn. Individual instructors may prescribe the utility blouse, as some techniques require grasping the blouse. Additionally, a green USMC issue sweatshirt and black watch cap may be worn during cold weather. Regardless of the shirt prescribed by the MAI, they will be tucked in the trousers during training for uniformity.

(4) During combative sports sessions, protective headgear, mouthpiece, flak jacket, groin protection, and padded gloves will be worn. Sparring will never be conducted with full force. Students will utilize 50% strength and intensity when sparring.

(5) When conducting throws, sweeps, and falls; a soft surface, free of obstacles will be used. The instructors will use good judgment when considering an area for this type of training. Throws will be conducted per reference (g), i.e. ten "fitting-ins" to one throw.

(6) Training sessions will last no more than two hours each, per reference (g).

(7) When performing chokes, holds, headlocks, unarmed manipulation techniques, and ground fighting, students will apply slow, steady pressure until his opponent "taps out."

(8) Tan Belts will not conduct ground-fighting (grappling).

(9) Instructors will conduct Operational Risk Management (ORM) assessments for all training sessions. Enclosure (4) is a sample ORM Worksheet.

4. Administration and Logistics

a. G-3T will provide training documentation to H&HS.

b. Marines will bring a minimum of two canteens of water (or bottled water equivalent). MAIs will brief their students on the importance of hydration during rigorous physical training. Reference (c) provides guidance in heat injury prevention.


c. A Medical Corpsman will be present during all martial arts training sessions involving free sparring, grappling, pugil stick training, or running the obstacle course, regardless of duration.

d. Enclosure (3) lists all equipment required by each student. All other safety equipment will be provided by the MAIs. ONLY MAIs/MAITs will have the combination to the MCMAP gear locker.

5. Command and Signal.

a. Signal. This order is effective the date signed.

b. Command. This order is applicable to MCAS Cherry Point.


C. G. HUGHES II
Chief of Staff

Distribution: MCAS A

REPORT CONTROL SYMBOL:

[illegible]

Enclosure (1)

MARINE CORPS MARTIAL ARTS
TAN/GRAY/GREEN BELT USER CLASS SCREENING SHEET

_____/_____/_____
(Print) Rank Last Name, First, MI SSN

_____/_____/_____/_____
(Print) Unit Section Phone MOS

Unit/Section Screening

SNM is authorized to attend Marine Corps Martial Arts training. (Not required for SNCOs and Officers)

(Print) Rank & Name of SNCOIC/OIC Phone/Ext

(Signature) of SNCOIC/OIC Date

Medical Screening

(Please check boxes)

- ☐ Must be in Full Duty Status
- ☐ Must not have had any broken bones within last 6 months
- ☐ Must not have suffered a concussion within last 6 months
- ☐ Must not have had any shoulder injuries within last 2 years
- ☐ Currently have no stitches anywhere on their body

(Print) Rank & name of medical personnel Phone/Ext

(Signature) of Medical Personnel Date

S-3 Screening

(Please check boxes)

- ☐ Must be recommended by work section/orders issued
- ☐ Must be within ht & wt standards
- ☐ Must have 6 months left obligated service (WAIVERABLE)

Enclosure (2)

STUDENT SAFETY EQUIPMENT LIST

- Flak Jacket
- Pens and note taking gear
- Mouthguard
- Fingerless Gloves
- Two (2) canteens of water (minimum) or bottled water
- Wristwraps

*ALL OTHER SAFETY EQUIPMENT WILL BE PROVIDED BY THE MARTIAL ARTS INSTRUCTOR

Enclosure (3)

OPERATIONAL RISK MANAGEMENT WORKSHEET

Mission/Task: MCMAP TRAINING		DTG Begin:		Date Prepared:	
Identify Hazard	Assess Hazard	Develop Controls	Reassess Hazard	Implement Controls	Supervise
HEAT RELATED INJURIES MUSCLE BRUISING/STRAINS/BACK/NECK AND BONE INJURIES	1	ENSURE MARINES DRINK WATER	3	ENFORCE HYDRATION	MCMAP INSTRUCTOR
	3	UTILIZE GRADUAL PERFORMANCE OF TECHNIQUES PRIOR TO FULL CONTACT. WEAR FLAK JACKETS WHILE PERFORMING BODY-TO- BODY/BODY-TO- GROUND TECHNIQUES. WEAR PROTECTIVE PADDING WHILE FREE SPARRING, UTILIZE STRIKE PADS FOR THROWS/SWEEPS.	2	ENFORCE PROTECTIVE GEAR	MCMAP INSTRUCTOR
MOUTH/TEETH INJURIES	4	UTILIZE MOUTH PROTECTORS WHILE FREE SPARRING	2	CHECK FOR MOUTH PROTECTION BEFORE FREE SPARRING	MCMAP INSTRUCTOR
OVERALL RISK LEVEL AFTER CONTROLS ARE IMPLEMENTED (CIRCLE ONE): <div style="display: flex; justify-content: space-between; width: 100%;"> LOW MODERATE HIGH EXTREMELY HIGH </div>					

PREPARED BY:

Enclosure (4)